

State of Delaware
Homeland Security Advisory Council
Unmanned Aerial Vehicle (UAV) Subcommittee

Minutes

01/8/15

1330-1530

Delaware State Fire School, Room 7
Dover, DE 19901

1. Welcome and Room Introductions

- a. Dwayne Day led introductions around the room

Present Voting Committee Members

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|----------------|---------------------------------|
| Eric Bowers | Dover Air Force Base |
| Dwayne Day | DeIDOT |
| Ray Holcomb | Department of Homeland Security |
| Darren Short | Delaware State Police—Aviation |
| Jeff Streavel | Public Hobbyist |
| Herbert Tanner | University of Delaware |
| Joe Wessels | League of Local Governments |
| Dallas Wingate | Delaware National Guard |

Members Present by Proxy

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| Jerry Brennan | Delaware State Fire School (Proxy for Robert Newnam) |
| Jimmy Kroon | Department of Agriculture (Proxy for Secretary Kee) |

Present Non-Voting Committee Members

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|------------|---------------------------------|
| Chris Mash | DeIDOT |
| Don Pope | Delaware State Police—Aviation |
| Matt Laick | Department of Homeland Security |

Also Present

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|-----------------|--------------------------------|
| Erin Coombs | Jacobs, DeIDOT Consultant |
| Jen Duval | Jacobs, DeIDOT Consultant |
| Kostas Kolrydis | University of Delaware—Student |
| Josh Thomas | DeIDOT |

Absent Voting Committee Members

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|---------------|----------------------------|
| Edwin Kee | Department of Agriculture |
| Robert Newnam | Delaware State Fire School |
| Adam Ringle | Wilmington PD |

Absent Non-Voting Committee Members

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|--------------|---------------------------------|
| Kim Chandler | Department of Homeland Security |
| Paul Huang | University of Delaware |
| Brian Malloy | Delaware National Guard |

- b. Dwayne introduced Josh Thomas, aeronautics coordinator with DelDOT, who will attend meetings as a guest. R. Holcomb requested that Fred McKee be invited to future meetings.
- c. Dwayne also introduced the new committee members, Matt Laick, GIS specialist from DSHS who is creating the 3D No Fly Zone Map, Adam Ringle with Wilmington PD, and Master Corporal Don Pope, with DSP Aviation.
- d. Joe Wessels is retiring at the end of January from League of Local Governments and this will be his last meeting. He recommended suspending the LLG membership so that the quorum is not affected. Jerry Brennan made a motion to accept the proposal to suspend LLG membership after the 1/8/15 meeting, Ray Holcomb seconded the motion. Motion was approved and accepted.

2. Approval of Previous Meeting's Minutes

- a. There was discussion about one necessary change to the 12/4/14 meeting minutes; that the word "Master" be added to before Corporal Don Pope's title. The motion was made by Jerry Brennan and seconded by Joe Wessels. Motion was accepted and minutes were approved.

3. Old Business

- a. UAV Strategic Plan Development
 - i. Dwayne discussed that the plan is still only 75% completed due to waiting on the FAA release of the Small Unmanned Aircraft Systems (UAS) rule. D. Pope suggested that the group be prepared to be a part of public comment when the rule does come out. D.Wingate mentioned that the FAA is granting exemptions to operate UAVs and suggested the committee move forward making the best assumption to what the FAA is going to release. This way the committee is prepared and will only have to make minor changes if necessary.
 - ii. D. Pope mentioned looking at existing case law for UAVs and contacting Brendan Shulman of Kramer Levin law firm who defended the first federal case involving operation of commercial drones. J.Streavel also mentioned Peter Sachs, a lawyer who writes "Drone Law Journal" as a potential resource. Ray suggested that we talk to Lisa Morris and see if she can contact these lawyers for more information.
- b. MAAP Updates
 - i. Dwayne has been unable to participate in the last few Monday calls.
- c. Training/Certification Update
 - i. J. Brennan has not gotten any feedback from the committee and is interested in seeing if other states are hosting training programs. There is no current directive from FAA.
 - ii. Dwayne suggested contacting the aviation school within Del State. D.Pope also suggested using the Maritime rules as a model for the UAV training and legislation development.
 - iii. Dwayne introduced the group to the UAV flight simulator "Phoenix" that can be incorporated into the training curriculum as well as displayed during the seminar.

4. New Business

- a. UAV Legislation
 - i. There were questions amongst the group on whether the FAA would allow a state to hold an open Certificate of Authorization (COA) to be used under state discretion. Dwayne agreed to raise this point up during the next HSAC meeting and asked Josh Thomas to reach out to his counterparts in Harrisburg for the contact information for a regional FAA representative.

- ii. The FAA released the “knowbeforeyoufly.org” site as an educational forum for UAV users. Dwayne circulated a handout that will be included in the upcoming seminar packet.
- b. GIS Presentation
 - i. Matt Laick presented a sample 3D map of potential no fly zones.
 - ii. The committee requested the map include color coding as well as specifications for usage.

5. Conferences / Industry Events

- a. Delaware Small UAV Seminar
 - i. March 18, 2015 at University of Delaware in Clayton Hall –Room 119. Dwayne discussed the expectation of about 100 attendees (primarily local and state audiences) and discussed the tentative event schedule.
 - ii. UAV hands-on exhibition during lunch. Dwayne requested that J. Streavel, B. Tanner, C. Marsh and A. Ringle bring their UAVs for display.
 - iii. PowerPoint will be developed before next meeting and sent to committee for comments

6. Action, Recommendation & Research Items

- a. Dwayne will send out seminar flyer to committee
- b. Dwayne requested everyone continue to think about seminar topics and questions as well as review the training materials from last meeting (12/4/14)
- c. B.Tanner and K. Kolrydis showed the autonomous robots from the University of Delaware

7. Next Meeting—Thursday February 5, 2015

- a. It was suggested by Dwayne that the next meeting’s focus be on legislation and the path moving forward. He requested that if there were any points that the committee would like to see on the agenda to please submit them to him in the weeks prior to the meeting.
- b. D. Wingate made a motion to adjourn the meeting and J. Kroon seconded—motion carried. The meeting was adjourned at 3:42pm.